



Pamela Dugan, State Director
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www.fivepromises.wv.gov

2014 Promise SA VISTA Request For Proposal

Applications are due **April 8, 2014** to pdugan@frontiernet.net

General Information

Sponsoring Organization:	
Director:	
Address:	
County:	
Telephone:	
Email:	
Fax:	

Recruiting Contact Information

The contact person(s) is responsible for reviewing VISTA applications, conducting interviews, and notifying us of a final decision. Please note if different from the individual who will be responsible for VISTA Supervision. It is essential that the following information be accurate and kept current with our office should there be any changes in the contact person(s).

Contact Person	
Email	
Telephone	
Fax	
Address	
Site Supervisor	

Which of the following best describes your organization? (Place an **x** next to the appropriate selection.)

Government Agency			
Federal		Private Non-profit	
State		Tribal	
Municipal		Other	
School		Describe	
County		Other:	

*The VISTA position will focus on serving children & youth in poverty, at risk of dropping out of school and addressing the Five Promises. Summer Programs will focus on to prevent summer learning loss for students who attend Title 1 eligible schools and/or Department of Education's School Improvement grant schools **or** Programming to expand the USDA Summer Food Service Program or the USDA Seamless Summer Programs.*

SA Members are required to complete reports 1 week prior to their end date.



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Agency Information (Mandatory)

Please answer the following questions.

1. What is your organization's mission/vision?

2. What are the major programs and services of your organization?

3. Are you familiar with America's Promise, West Virginia's Promise or the Five Promise's? ☐ Yes ☐ No

1. [Caring Adults](#)

Ongoing relationships with caring adults — parents, mentors, tutors or coaches — offer youth support, care and guidance.

2. [Safe Places](#)

Safe places with structured activities during nonschool hours provide both physical and emotional safety for youth.

3. [A Healthy Start](#)

Adequate nutrition, exercise, and health care pave the way for healthy bodies, healthy minds, and smart habits for adulthood.

4. [An Effective Education](#)

All children need the intellectual development, motivation and skills that equip them for successful work and lifelong learning. These result from having quality learning environments, challenging expectations and consistent guidance and mentoring.

5. [Opportunities to Help Others](#)

Opportunities to give back through community service enhance self-esteem, boost confidence and heighten a sense of responsibility to the community

4. Submit a **letter of support/commitment** from your agency's board of directors indicating

- support for the VISTA position,
- an understanding of the VISTA's role,
- the organization's commitment to assuring a successful VISTA placement,
- support for working toward the goals, objectives and end outcomes of the proposed project.
- Also include a list of board members and/or advisory council members.



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Page 2-3 is a copy of the Volunteer Description Assignment (VAD). The red print **cannot** be changed. Please **add Steps** to fulfilling each Milestone that fit your organization.

Volunteer Assignment Description

VISTA Project: West Virginia's Promise		VISTA Member Name:	
Site Name:	Assignment Area:	Date:	
VISTA Member Activities and Steps Checklist			Planned Period of Work
Goal Statement 1: <i>VISTA members will focus on developing and promoting the Five Promises by increasing and mobilizing community awareness, serving to enhance and expand high school dropout prevention initiatives through <u>Together For Tomorrow</u>, and researching and developing early warning systems to decrease dropout rates.</i>			
Milestone 1: <i>Increase, enhance and expand each of the 5 Promises being developed and provided. Caring Adults, Safe Places, Healthy Start, An Effective Education and Opportunities to Help Others</i> <ul style="list-style-type: none"> - Indicator: <i>How many Promises provided.</i> - Target: 5 - Steps: <i>insert as many Steps as necessary below under each of the Milestones</i> - Step 1: - Step 2: 			
Milestone 1 Summary of Activities/Progress/Accomplishments/Results:			Milestone 1 Completed (date): _____
Milestone 2: <i>The Five Promises were provided to 100 children and youth.</i> <ul style="list-style-type: none"> - Indicator: <i>Number of children and youth</i> - Target: 100 - Steps: - Step 1: - Step 2: 			
Milestone 2 Summary of Activities/Progress/Accomplishments/Results:			Milestone 2 Completed (date): _____
Milestone 3: <i>Asses the needs, identify 10 service gaps and best practices for programs that address the problems of children aging out of foster care in West Virginia.</i> <ul style="list-style-type: none"> - Indicator: <i>Gaps in services for children aging out of foster care will be identified.</i> - Target: 10 - Steps: - Step 1: - Step 2: 			



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Milestone 3 Summary of Activities/Progress/Accomplishments/Results:	Milestone 3 Completed (date): _____
Goal Statement 2: Continue to increase funding to support development and expansion of programs delivering the Five Promises to more at-risk and low-income youth and children.	
Milestone 1: VISTA members will research 32 possible donors through grant, and funding opportunities, and develop templates for tracking system. <ul style="list-style-type: none"> - Indicator: Number of possible donors identified. - Target: 32 - Steps: - Step 1: - Step 2: 	
Milestone 1 Summary of Activities/Progress/Accomplishments/Results:	Milestone 1 Completed (date): _____
Milestone 2: 10 grants were awarded to sustain and develop programs. <ul style="list-style-type: none"> - Indicator: Number of grants awarded and donations received - Target: 10 - Steps: - Step 1: - Step 2: 	
Milestone 2 Summary of Activities/Progress/Accomplishments/Results:	Milestone 2 Completed (date): _____



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AmeriCorps*VISTA Summer Associate Concept Paper 2014 Project Plan, Summary

Today's Date:	
Project Name:	West Virginia's Promise-The Alliance for Youth, <i>(insert name of your organization/school here)</i>
Project Supervisor: Address: Phone: Email:	
Number of SA requested: Weeks of service requested: 8 or 10	
2014 Focus Area(s) Addressed: <i>(underline the areas of focus)</i>	<input type="checkbox"/> Economic Opportunity <input type="checkbox"/> Education <input type="checkbox"/> Healthy Futures <input type="checkbox"/> Veterans and Military Families

A BRIEF NARRATIVE: The seven sections below will expand depending on the length of your response. Please be thorough, yet concise, keeping in mind that quality is more important than quantity.

1.State the poverty-related problem or challenge to be addressed (this should be aligned with your current VISTA project application) and the Education Area your project will address. (Programming to prevent summer learning loss for students who attend Title 1 eligible schools and/or Department of Education's School Improvement grant schools <u>or</u> Programming to expand the USDA Summer Food Service Program or the USDA Seamless Summer Programs)
2. Describe how community partners will contribute to the project's success and who will be those partners.



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3. Describe your plans for recruiting high quality Summer Associate VISTA members.

4. Outline the agenda items of mini-pre-service orientation/on-site orientation to be provided by the sponsoring agency in the first 2-3 days of service.

5. Indicate how supervision and service-related travel will be provided (include anticipated sponsor costs and explain the calculation of those costs below).

6. Describe your plans for an end-of-summer assessment/recognition event to be conducted (include anticipated sponsor costs and explain the calculation of those costs below).



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Please describe either:

7a. How project activities will be continued upon conclusion of the Summer Associate program and/or how these activities will have supported the goals of year-round VISTA project:

7b. Or if the SA program is to be an independent short-term project, describe the anticipated End Outcomes and Impact as a result of the Summer Associate program. Please describe how this impact will assist the year-round VISTA project to accomplish its objectives.